

**Substantial Amendment to the
PY 2008 CDBG Action Plan of the
City of Sugar Land, Texas
Pursuant to the ARRA
DUNS # 053502001**

Contacting Program Administrator

Jurisdiction(s): City of Sugar Land, Texas	CDBG-R Contact Person: Stacie Henderson
Jurisdiction Web Address: <ul style="list-style-type: none">• www.sugarlandtx.gov	Address: Community & Environmental Services Dept City of Sugar Land 2700 Town Center Blvd. N Sugar Land, TX 77479
	Telephone: 281-275-2218
	Fax: 281-275-2771
	Email: shenderson@sugarlandtx.gov

A. Spreadsheet for Reporting Activities

The spreadsheet for reporting activities to be funded by CDBG-R can be found on page 2.

Spreadsheet for Reporting Activities

Jurisdiction/Grantee Name: City of Sugar Land, Texas		CDBG-R Formula Grant Amount: \$91,552				Date: June 5, 2009	
<i>Activity Name</i>	<i>Activity Description</i>	<i>Eligibility (Regulatory or HCDA Citation)</i>	<i>National Objective Citation</i>	<i>CDBG-R Project Budget (\$)</i>	<i>Additional Recovery Funds (\$)</i>	<i>Other Leveraged Funding (\$)</i>	<i>Total Activity Budget</i>
Housing Rehab	Energy efficiency retrofitting and minor housing rehabilitation for up to 10 low-mod income owner-occupied homes in Sugar Land	24 CFR 570.202(a)(1) and 570.202(b)(4) Matrix Code: 14A – Single Family Rehab; 14F – Energy Eff. Improv.	24 CFR 570.208(a)(3) Nat. Objective Code = LMH	\$85,052	\$0	\$40,000	\$125,052
Program Administration	Management and Administration of CDBG-R Program and Funds	24 CFR 570.206 Matrix Code: 21A Admin.	N/A	\$6,500	\$0	\$0	\$6,500

B. Description of Activities

1. **Activity Name:** Housing Rehabilitation

Activity Narrative: Housing rehabilitation and energy efficiency within low-mod income owner-occupied homes are primary priorities for the City of Sugar Land. In an attempt to serve the greatest number of low-moderate income residents and to enhance the overall energy efficiency of the City of Sugar Land, the City has a goal of allocating \$85,052 to providing energy efficiency retrofitting coupled, when needed, with minor housing rehabilitation to at least 10 housing units owned and occupied by low- to moderate-income residents. Priority will be given to elderly and disabled homeowners. The City will contract with the Fort Bend CORPS, a non-profit that provides housing rehabilitation and energy efficiency retrofitting throughout Sugar Land and all of Fort Bend County. In addition to federal dollars, Fort Bend CORPS will use CenterPoint Energy funds to provide up to \$4,000 per housing unit as a match to CDBG-R funds for energy efficiency improvements.

The energy efficiency retrofitting will involve reducing the home's fuel consumption through any or all of the following, depending on the individual needs of the home:

- Solar-powered attic fans
- Energy Star refrigerators if the appliance is more than 7 years old
- Air duct testing to test HVAC system for leaking and repair if necessary
- Wrapping electric water heaters
- Replacement of aerators in faucets and shower heads
- Installation of insulation
- Replacement of all incandescent light bulbs with CFL bulbs
- Replacement of all ceiling fans with Energy Star ceiling fans
- Installation of solar screens on West, East and South sides of the home

An assessor will determine which energy efficient improvements are needed and which of those are eligible for the CenterPoint Energy funds. Those improvements that are needed but not covered through the Center Point grant will be funded through CDBG-R.

During the same inspection, the assessor will determine if the home is in need of minor rehabilitation, such as roof repairs/replacements, water heater replacements, or window replacements, for energy efficiency improvements. In addition, the Fort Bend CORPS will provide other minor rehabilitation as needed in the homes of low- to moderate-income owners who are not able to make the repairs themselves.

Jobs Created: It is anticipated that two part-time permanent jobs will be created at Fort Bend CORPS and that at least two temporary construction jobs may be created. At least 0.5 FTE will be added to the employment and contract pool with another 1 to 2 contractors receiving additional work that will keep their small companies in business and require the temporary employment of one or two construction/carpentry workers.

To carry out this project in addition to current contract obligations, the Fort Bend CORPS will be adding at least one contractor to its pool of eligible contractors, which will help add at least one or two temporary construction and carpentry jobs. The Fort Bend CORPS will also be adding a staff person to counsel homeowners, qualify the households and their homes, and inspect the completed work. This new staff person will devote approximately 25 percent of his/her time to the Sugar Land CDBG-R grant and would not have been hired otherwise. The Fort Bend CORPS will also be increasing the work of the contract assessor who assesses the rehabilitation and energy efficiency needs of the houses. By increasing his contract hours by approximately 25 percent, the Fort Bend CORPS is making him independent and bringing his income up to a livable wage above the low-moderate income range.

The City of Sugar Land will include language in the contract with Fort Bend CORPS indicating that any contract services be awarded with a priority given to Section 3 businesses or individuals. That is, to those who are low-moderate income, unemployed or under-employed and those businesses that make every effort to hire the low-moderate income, unemployed and under-employed.

Additional Activity Information:

Meeting 70% Low-Mod Income: The program will ensure that all clients (100%) receiving energy efficiency and minor home repair assistance will be low- to moderate-income homeowners. The project's National Objective is to benefit low-moderate income residents through the eligible activity of energy efficiency and housing rehabilitation. The Matrix Code is 14F (Energy Efficiency Improvements for Low-Mod Households), with a secondary Matrix Code of 14A (Single Family Housing Rehab). Only 7.1 percent of the CDBG-R award will go for planning and administration, thus complying with the special limitation of 10 percent of the grant award. With 100 percent of those to receive services being low-moderate income and 92.9 percent of the award going to these direct programmatic activities, the City will exceed the eligibility requirement of at least 70 percent of the grant being expended for activities that benefit low- and moderate-income persons.

Energy Efficiency: It is estimated that the total energy consumption for each house will be reduced to a level that will see an average per house/per year reduction in home fuel use of 296.4 kWh, reducing fuel bills an average of \$600 per house/per year. By performing ancillary rehabilitation to the housing units, the homes will become safer and better retain their values.

Lead Hazard Control: Lead-based paint testing will be done on any house built prior to 1980 where paint will be disturbed and any lead-based paint hazards will be ameliorated. In summary, the energy efficiency and minor rehabilitation will help maintain the value of the home, stem decline of the neighborhood, and make living conditions healthier and safer for the residents, while

reducing their monthly utilities costs and increasing our energy independence.

Obligating Funds: The goal of the ARRA is to obligate and expend the funds as quickly as possible, including obligating at least 50 percent of funds within 120 calendar days of the City's receipt of funds. This activity can be totally obligated (contracted) within thirty (30) calendar days of the date the funds are made available to the City of Sugar Land. Work to qualify the households will begin as soon as the funds are obligated, and the total project should be completed within nine months.

Responsible Agency: The Fort Bend CORPS will be contracted to carry out the duties. They will subcontract the construction work to qualified contractors and will use a qualified assessor for the pre-rehabilitation assessments.

Contact Person: Ron Castillo, Executive Director
Fort Bend CORPS

Location: One Fluor Daniel Dr., Sugar Land, TX 77478

Phone: 281-313-2677

E-mail: rcastillo@fortbendcounty.org.

2. **Activity Name:** Administration

Activity Narrative: The City of Sugar Land will allocate \$6,500 to carrying out the administrative duties of this grant. Only 7.1 percent of the CDBG-R award will go for planning and administration, thus complying with the special limitation of 10 percent of the grant award.

Jobs Created: None

Additional Activity Information: The administrative activities are required to ensure program compliance, timely reporting and accountability.

Allowable Administrative Costs: Only 7.1 percent of the CDBG-R award will go for planning and administration, thus complying with the special limitation of 10 percent of the grant award.

Responsible Agency: The City of Sugar Land is the responsible entity for carrying out the administrative duties of the CDBG-R funding. Contact information can be found on page 1 of this amendment.

C. Citizen Participation

The City posted the notice, including the funds to be expended by activity, on the City's website for public comment from May 21, 2009 through May 29, 2009. The notice is included in the attachments and was posted in English with notification in English and the languages of Sugar Land's three most dominant non-English-speaking populations -- Spanish, Mandarin and Hindi -- indicating that individuals are available to translate the notice and the Action Plan amendment into one of these languages or provide assistance to visually impaired residents.

No comments were received during the posted time period. The final amendment, indicating that no public comments were received, has been posted and will remain posted for 30 days. The City will address any comments, questions or concerns that arise at any time.

D. Additional Information Regarding Regulatory Requirements:

Environmental Review Procedures: The activity to be funded will be an expansion of a current CDBG-funded activity that received a tiered review in the PY 2008 Environmental Review Record. As per 24 CFR 58.35b and the official HUD webcast regarding the CDBG-R funding (May 13, 2009), the project is Categorically Excluded not subject to environmental review. Each location will be reviewed as part of the original tiered review process. As addresses are identified, a review will be completed for each site, just as is occurring for other sites within Fort Bend CORPS's current scope of work.

Labor Standards: No work will be contracted that falls under the federal labor standards/prevaling wage requirements. This project will consist of the minor rehabilitation of typical single family homeowner properties with less than eight (8) located contiguous to one another.

Program Income: There will be no program income.

Attachments

Certifications

Public Notice

Checklist